

MEDPROS
FORCE HEALTH PROTECTION

USER GUIDE



e-Profile

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e-Profile User Guide Administrator

**Prepared by the
Documentation Team
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Revision History

Version	Date	Description
1.0	March 2010	This version includes instructions for administrators and the new functionality features with the 3.5.3 release.
2.0	July 2010	This version includes instructions for administrators for the e-Profile application and the new functionality features with the 3.5.4 release.
3.0	September 2010	This version includes instructions for administrators for the e-Profile application and the new functionality features with the 3.5.5 release.

DRAFT

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1.0 Introduction to e-Profile

1.1 Background

E-Profile is an application within Medical Operational Data System (MODS) suite which allows global tracking of all Army Soldiers who have been determined by the medical system to have a temporary or permanent medical condition that may render them medically not ready to deploy.

1.2 Purpose

This application provides a fully automated profile process, Form DA 3349 entry to routing final profile to Commander. It uses artificial intelligence to improve quality of profiles and enforces profile process standardization and quality control. It increases communication between Commanders and Providers, helping to ensure Soldiers get corrective intervention, either medical care or board process. The application follows the Physical Profiling guidelines set forth in AR 40-501, Standards of Medical Fitness http://www.army.mil/usapa/epubs/pdf/r40_501.pdf.

1.3 Application Components and Validations

The e-Profile application consists of admin, profile, report, referral, MEB, PEB, MMRB, and system modules. e-Profile validates user's access to different modules based on their user role. For information on User roles and their access, refer to Appendix D.

1.4 Intended Audience

e-Profile User Guide is intended for the Administrators utilizing the e-Profile application.

1.5 Prerequisites

To access e-Profile, you must have an active AKO account and a Common Access Card (CAC). You must register your CAC on AKO in order to log in to the e-Profile.

How Do I Register for an AKO Account?

<https://help.us.army.mil/cgi-bin/akohd.cfg/php/enduser/home.php>

2.0 Get System Access

To gain system access, you must have an active AKO account. When accessing e-Profile for the first time, you will need to complete the registration process, including your user role. For more information, refer to Appendix A: Gaining System Access or contact the MODS help desk (888) 849-4341.

3.0 Administrator

3.1 MEB

3.1.1 MEB Reports

Step	User Action	What to Check/System Response
1.	Hover over MEB, click MEB Reports.	List of UIC's will appear.

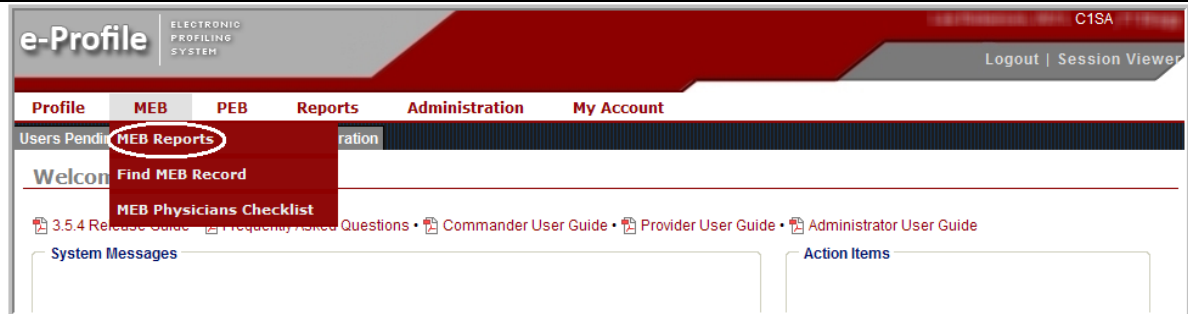


Exhibit 3-1 Welcome Page

2.	Select a location in the Available Reports dropdown.	List of locations will appear.
3.	Click the appropriate UIC.	A list of Soldiers related the UIC chosen will appear.
4.	Click Details.	Soldier's report will appear.

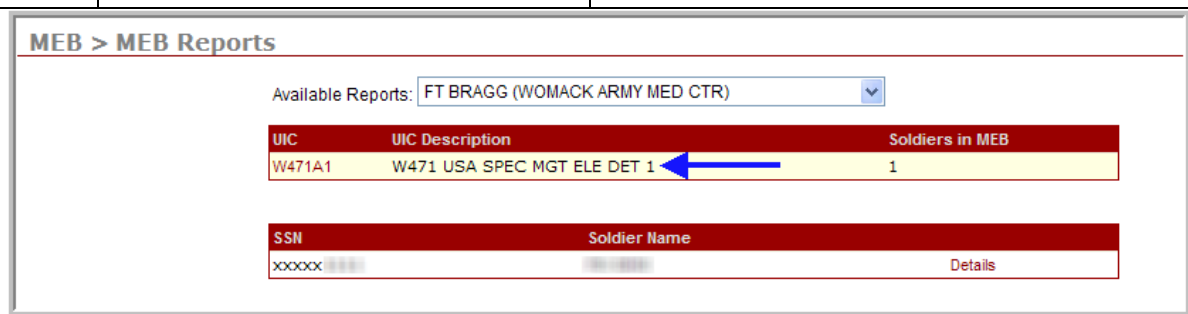


Exhibit 3-2 MEB Reports

3.1.2 Find MEB Record

Step	User Action	What to Check/System Response
1.	Hover over MEB, click MEB Record.	Text boxes will be displayed available for entry.

Exhibit 3-3 Welcome Page

2.	Enter First Name, Last Name, or SSN. Click Find.	List of records will be displayed.
3.	Locate appropriate Soldier, Click Select.	Soldier's record will appear.

Exhibit 3-4 Find MEB Record

4.	Click Detail.	The Soldier's MEB Record Details will be displayed.
----	---------------	---

Exhibit 3-5 Soldier Details

Exhibit 3-6 MEB Record Details

3.1.3 MEB Physicians Checklist

Step	User Action	What to Check/System Response
------	-------------	-------------------------------

1.	Hover over MEB, click MEB Physicians Checklist.	The Medical Evaluation Board Physicians Checklist in PDA format will appear.
----	---	--

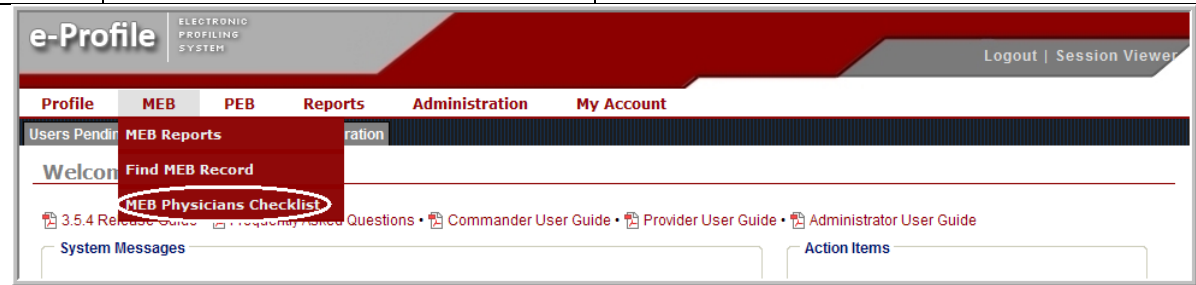


Exhibit 3-7 Welcome Page



Exhibit 3-8 MEB Physicians Checklist

3.2 PEB

3.2.1 PEB Reports

Step	User Action	What to Check/System Response
1.	Hover over PEB, click PEB Reports.	List of UIC's will appear.

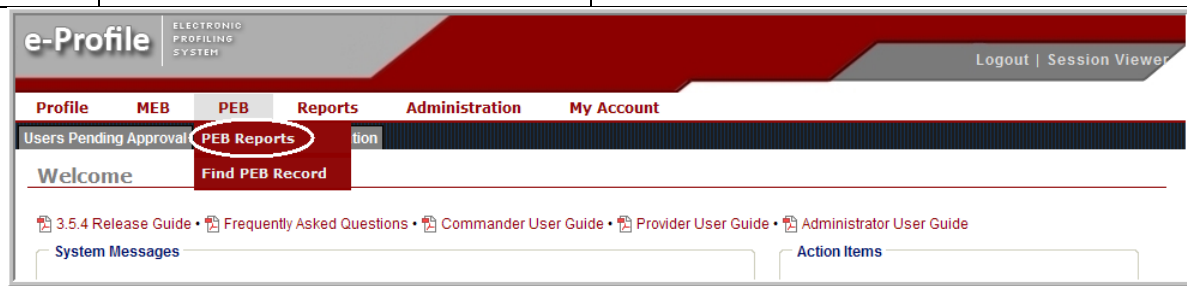


Exhibit 3-9 Welcome Page

2.	Select a location in the Available Reports drop down.	List of locations will appear.
3.	Click the appropriate UIC.	A list of Soldiers related the UIC chosen will appear.
4.	Click Details.	Soldier's report will appear.

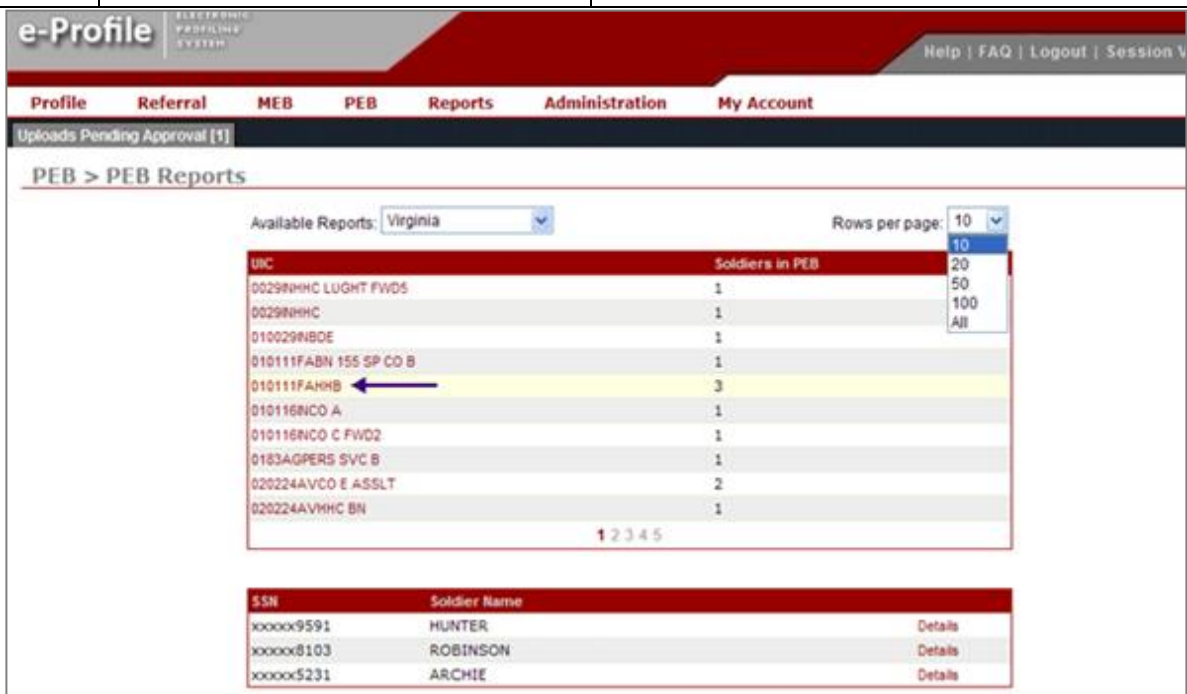


Exhibit 3-10 PEB Reports

3.2.2 Find PEB Record

Step	User Action	What to Check/System Response
1.	Hover over PEB, click Find PEB Reports.	Text boxes will be displayed available for entry.

e-Profile
ELECTRONIC
PROFILING
SYSTEM

Logout | Session Viewer

Profile
MEB
PEB
Reports
Administration
My Account

MMRB Required [13]
U
PEB Reports
3

Welcome
Find PEB Record

Exhibit 3-11 Welcome Page

2.	Enter First Name, Last Name, or SSN. Click Find.	List of records will appear.
3.	Locate appropriate Soldier, Click Select.	Soldier's record will appear.

PEB > Find PEB Record

You can search for a Soldier using their Last name, First name, or Social Security Number. If your search returns one Soldier, that Soldier will be used. If more than one Soldier is returned, select the appropriate Soldier from the list provided.

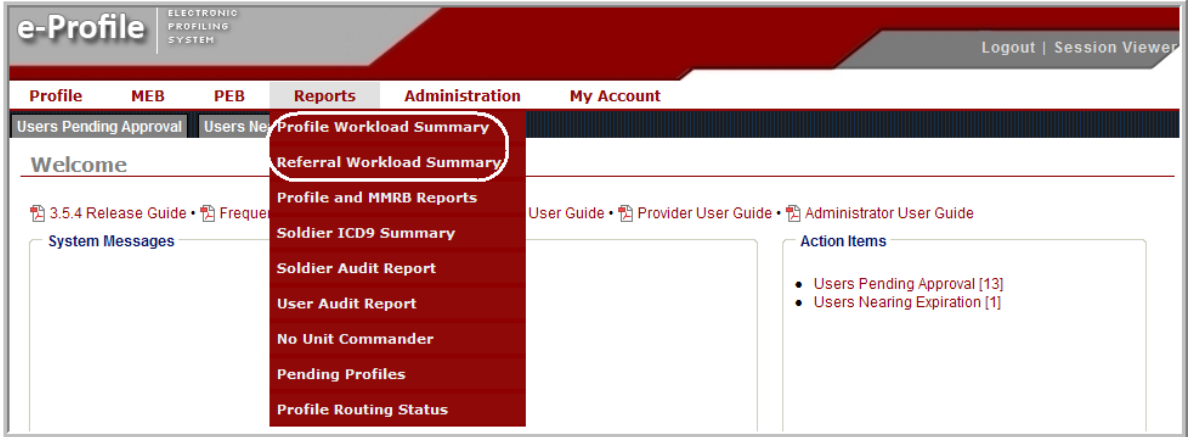
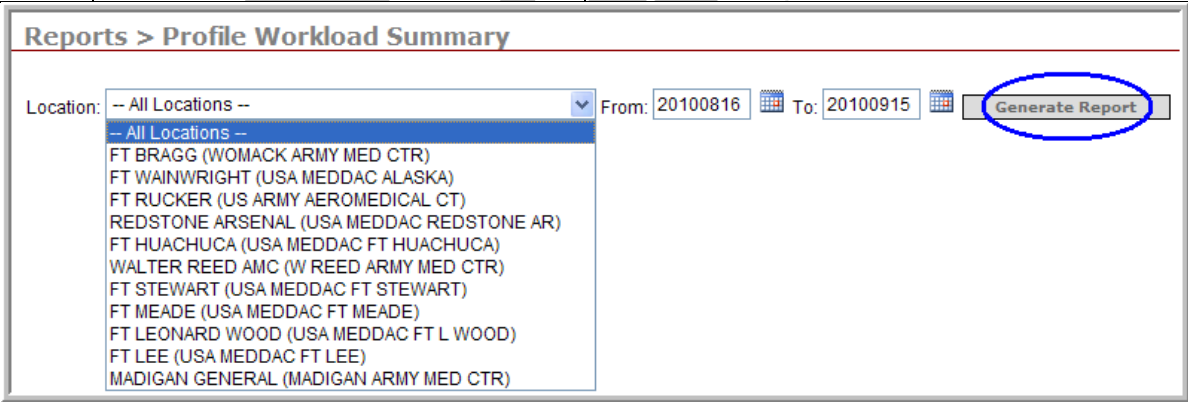
First Name: Last Name: Smith SSN: Find

SSN	Name	UIC	Location	Organization	
xxxxx	SMITH	W77749	Virginia	Army National Guard	Select
xxxxx	SMITH	wzzwaa	377th Theater Sustainment Command	Army Reserve	Select
xxxxx	SMITH	W00101	FT MEADE	Army	Select
xxxxx	SMITH	W00QAA	Virginia	Army National Guard	Select
xxxxx	SMITH	W00117	FT MEADE	Army	Select
xxxxx	SMITH	WP20AA	New Hampshire	Army National Guard	Select
xxxxx	SMITH	W093AA	9th Mission Support Command	Army Reserve	Select
xxxxx	SMITH	W00120	FT MEADE	Army	Select
xxxxx	SMITH	W77710	Delaware	Army National Guard	Select
xxxxx	SMITH	W6F2AA	FT MEADE	Army	Select

Exhibit 3-12 Find PEB Record

3.3 Reports

3.3.1 Profile and Referral Workload Summary

Step	User Action	What to Check/System Response
1.	Hover over Reports and click either Profile Workload Summary or Referral Workload Summary.	A screen of filters will appear.
 <p>The screenshot shows the e-Profile system interface. The top navigation bar includes 'Profile', 'MEB', 'PEB', 'Reports', 'Administration', and 'My Account'. The 'Reports' menu is open, displaying a list of report types: Profile Workload Summary, Referral Workload Summary, Profile and MMRB Reports, Soldier ICD9 Summary, Soldier Audit Report, User Audit Report, No Unit Commander, Pending Profiles, and Profile Routing Status. The 'Referral Workload Summary' option is circled in red. The main content area shows a 'Welcome' message and a list of action items: 'Users Pending Approval [13]' and 'Users Nearing Expiration [1]'.</p>		
Exhibit 3-13 Welcome Page		
2.	Select Location from the drop down, and the dates. Click Generate Report.	Profile and Referral Workload summaries will be listed.
 <p>The screenshot shows the 'Reports > Profile Workload Summary' page. The 'Location' dropdown menu is open, displaying a list of locations: FT BRAGG (WOMACK ARMY MED CTR), FT WAINWRIGHT (USA MEDDAC ALASKA), FT RUCKER (US ARMY AEROMEDICAL CT), REDSTONE ARSENAL (USA MEDDAC REDSTONE AR), FT HUACHUCA (USA MEDDAC FT HUACHUCA), WALTER REED AMC (W REED ARMY MED CTR), FT STEWART (USA MEDDAC FT STEWART), FT MEADE (USA MEDDAC FT MEADE), FT LEONARD WOOD (USA MEDDAC FT L WOOD), FT LEE (USA MEDDAC FT LEE), and MADIGAN GENERAL (MADIGAN ARMY MED CTR). The 'Generate Report' button is circled in blue.</p>		
Exhibit 3-14 Profile Workload Summary Filters		
3.	Click Export to export contents to an excel spreadsheet. See Appendix E for export function instructions.	Excel spreadsheet will display summary list.

Reports > Profile Workload Summary			
Location: -- All Locations --	From: 20100816	To: 20100915	Generate Report
Provider Name	Permanent	Temporary	Total
...	3	2	5
...	3	5	8
...	5	4	9
...	1	3	4
...	2	0	2
...	1	1	2
...	1	2	3
...	13	8	21
...	14	15	29
Export			

3.3.2 Profile and MMRB Reports

Step	User Action	What to Check/System Response
1.	Hover over Reports and click Profile and MMRB Reports	A drop down menu will be displayed available for selection.
<div> <div> <div>e-Profile</div> <div>ELECTRONIC PROFILING SYSTEM</div> <div>Logout Session Viewer</div> </div> <div> <div>Profile</div> <div>MEB</div> <div>PEB</div> <div>Reports</div> <div>Administration</div> <div>My Account</div> </div> <div> <div>Users Pending Approval</div> <div>Users Near</div> <div> <div>Profile Workload Summary</div> <div>Referral Workload Summary</div> <div>Profile and MMRB Reports</div> <div>Soldier ICD9 Summary</div> <div>Soldier Audit Report</div> <div>User Audit Report</div> <div>No Unit Commander</div> <div>Pending Profiles</div> <div>Profile Routing Status</div> </div> </div> <div> <div>3.5.4 Release Guide</div> <div>Frequency</div> <div>System Messages</div> </div> <div> <div>User Guide</div> <div>Provider User Guide</div> <div>Administrator User Guide</div> </div> <div> <div>Action Items</div> <div> <div>Users Pending Approval [13]</div> <div>Users Nearing Expiration [1]</div> </div> </div> </div>		
2.	Select a report from the Available Reports drop down menu.	A list will be generated per selection of report.

Reports > Profile and MMRB Reports

Available Reports: -- Select a report --

- Select a report --
- Profiles By Location
- Pending Profiles By Location
- MMRB Pending Assignment
- MMRB Completed
- MMRB Boarded Soldiers Status

Exhibit 3-17 Profile and MMRB Reports

3. Click on desired region.

Statuses of profiles per report selection will be displayed.

Reports > Profile and MMRB Reports

Available Reports: Profiles By Location

Region	Count
742 MI BN TCAE USASOC	244
742 DET BRAGG FOUNDRY	150
742 DET BRAGG FOUNDRY	3
742 DET BRAGG FOUNDRY	4

Rows per page: 10

UIC	Description	Status	Count
W001 742 MI BN TCAE USASOC	W001 742 MI BN TCAE USASOC	Approved	1
W001 742 MI BN TCAE USASOC	W001 742 MI BN TCAE USASOC	Expired	1
W001 742 DET BRAGG FOUNDRY	W001 742 DET BRAGG FOUNDRY	Approved	3
W001 742 DET BRAGG FOUNDRY	W001 742 DET BRAGG FOUNDRY	Expired	2
W001 742 DET BRAGG FOUNDRY	W001 742 DET BRAGG FOUNDRY	Profile Draft	1
W001 742 MI BN CSG JSOC	W001 742 MI BN CSG JSOC	Approved	1
W003 RSGMT PROCESSING 82ND PSC	W003 RSGMT PROCESSING 82ND PSC	Profiles Pending 1st Signature	1
W003 USAG FT BRAGG	W003 USAG FT BRAGG	Approved	9
W003 USAG FT BRAGG	W003 USAG FT BRAGG	Expired	18
W003 USAG FT BRAGG	W003 USAG FT BRAGG	Profile Draft	2

1 2 3 4 5 6 7

Exhibit 3-18 Profile and MMRB Reports List

3.3.3 Soldier ICD9 Summary

Step	User Action	What to Check/System Response
1.	Hover over Reports and click Soldier ICD9 Summary.	Text boxes will be displayed available for entry.

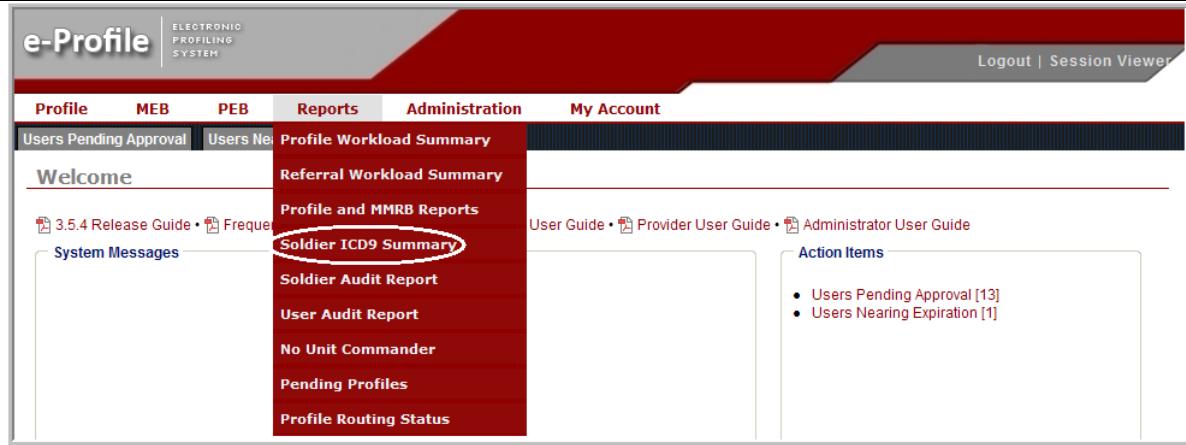


Exhibit 3-19 Welcome Page

2.	Enter First Name, Last Name, or SSN. Click Find. For this example, enter SSN.	Soldier's personal information will be displayed and is available for profile viewing
----	---	---

Reports > Soldier ICD9 Summary

First Name: Last Name: Soldier SSN: Search:

GEN. 00000000000000000000

SSN: 0000000000 Rank: GEN DOB: 19531001 Gender: Male
 Unit: 00000000000000000000 Army Reserve | MOS: UNK | Active PULHES: 000000 (Last Issued: N/A)
 Region: 000000 Email: (not available)

Permanent Profile Statistics (Hide Details...)

No permanent profiles on record.

Temporary Profile Statistics (Hide Details...)

Date Submitted	PULHES	ICD9 Code	Description	Diagnosis	
20091204	131111	842.00	SPRAIN OF UNSPECIFIED SITE OF WRIST	Wrist Strain, Wrist Pain	View PDF
20091224	131111	841.8	SPRAIN OF OTHER SPECIFIED SITES OF ELBOW AND FOREA	Elbow Strain, Elbow Pain	View PDF
20100416	333111	E804.2	FALL IN ON OR FROM RAILWAY TRAIN INJURING PEDESTRI	broken leg	View PDF

Exhibit 3-20 Soldier ICD9 Summary

3.3.4 Soldier Audit Report

Step	User Action	What to Check/System Response
1.	Hover over Reports and click Soldier Audit Report.	Text boxes will be displayed available for entry.

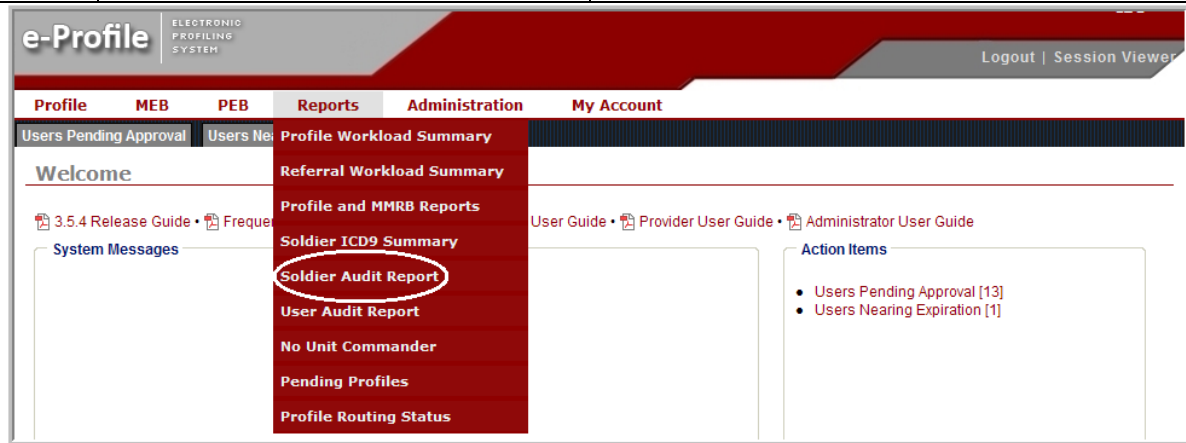


Exhibit 3-21 Welcome Page

2.	Enter First Name, Last Name, or SSN. Click Find.	List of records will appear.
3.	Locate appropriate Soldier, click Select.	Soldier's audit report will be displayed

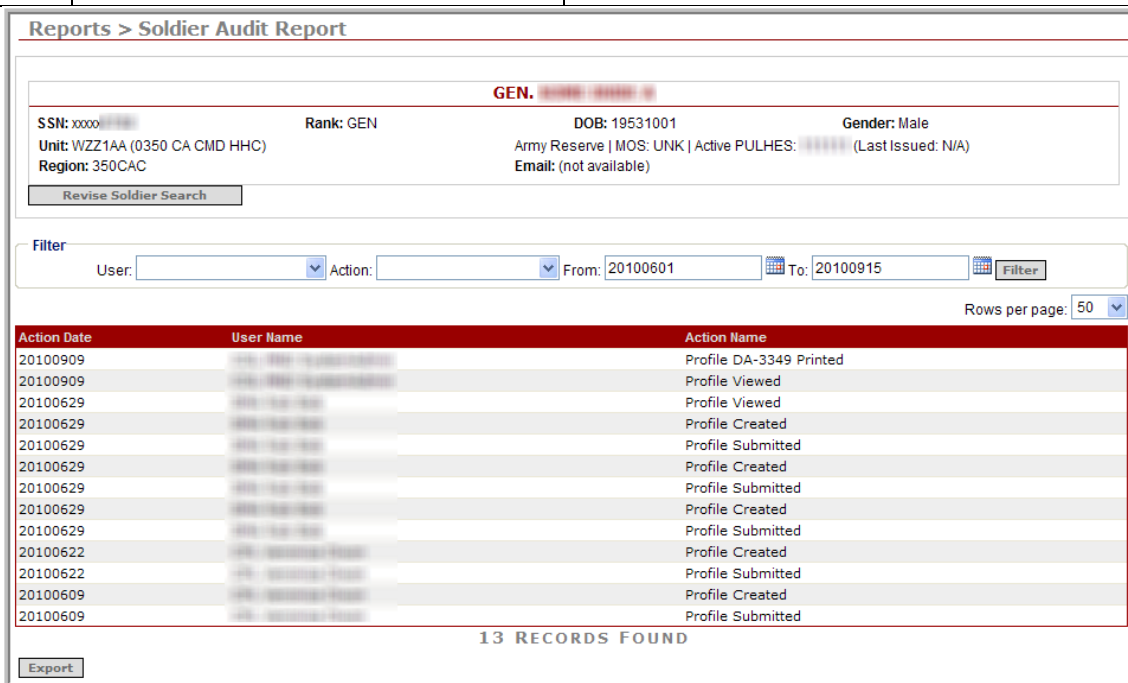


Exhibit 3-22 Soldier Audit Report

3.3.5 User Audit Report

Step	User Action	What to Check/System Response
1.	Hover over Reports and click User Audit Report.	User Audit Report screen will be displayed.

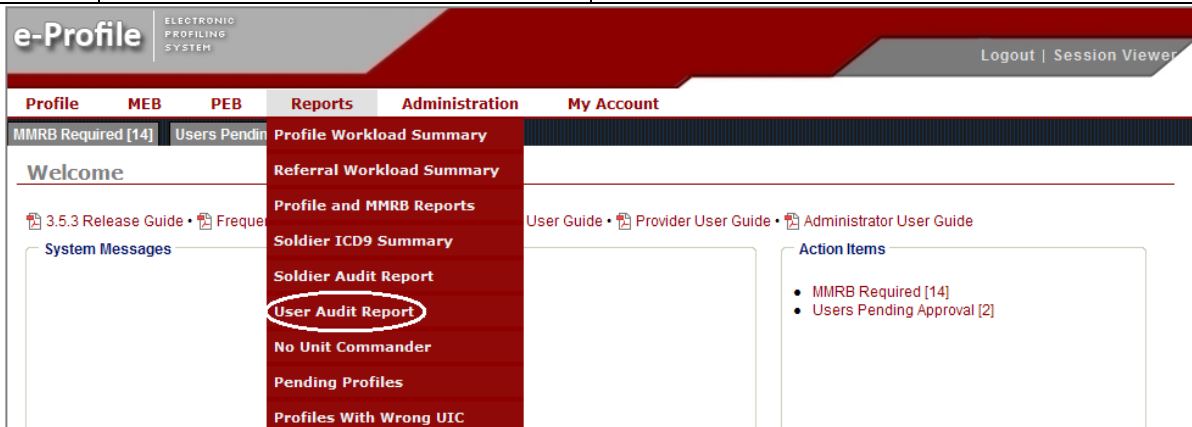


Exhibit 3-23 Welcome Page

2.	Click Select User.	A window will display users' name per your region.
----	--------------------	--

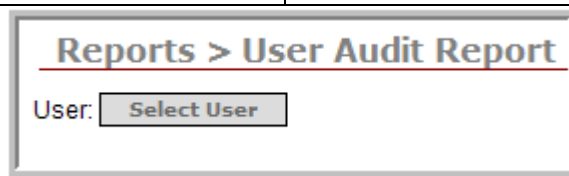


Exhibit 3-24 Select User Button

3.	Locate desired user and click Select.	User audit report per selection will be listed.
----	---------------------------------------	---

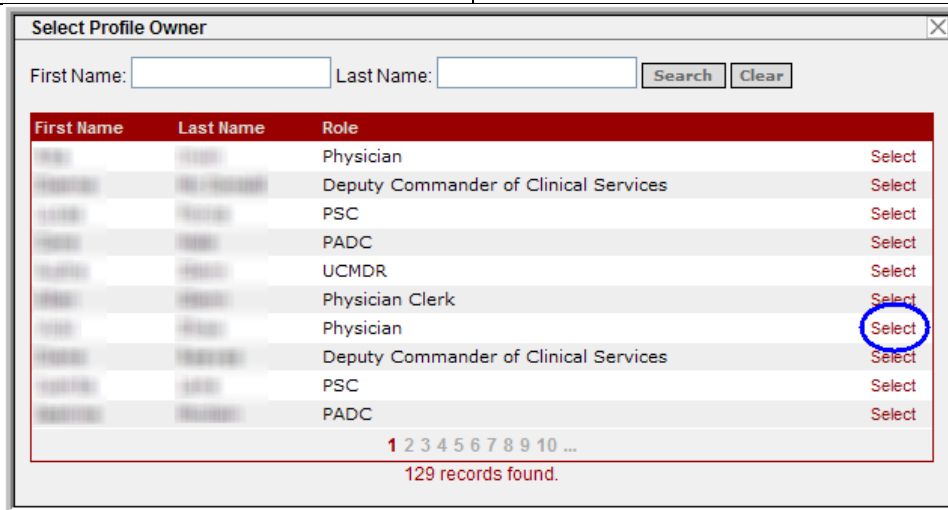


Exhibit 3-25 Select Profile Owner

4.	You may filter rept by Action and by dates.	User audit report per selection will be listed.
----	---	---

Reports > User Audit Report

User: [Select User] Filter

Action: [Profile Approved] From: 20100816 To: 20100915 Filter

Rows per page: 50

Action Date	Action Name	Action Name
20100914	Profile Approved	Profile Created
20100914	Profile Created	Profile Submitted
20100914	Profile DA-3349 Printed	Profile Viewed
20100914	Profile Submitted	Profile Viewed
20100913	Profile Viewed	Profile Viewed
20100913	Profile Viewed	Profile Viewed
20100913	Profile Viewed	Profile DA-3349 Printed
20100831	Profile DA-3349 Printed	Profile DA-3349 Printed
20100831	Profile DA-3349 Printed	Profile DA-3349 Printed
20100831	Profile Viewed	Profile Viewed

Exhibit 3-26 User Audit Report

3.3.6 No Unit Commander Report

Step	User Action	What to Check/System Response
1.	Hover over Reports and click No Unit Commander Report.	A screen will appear displaying the UIC's within your location that are not assigned a unit commander.

e-Profile ELECTRONIC PROFILING SYSTEM

Logout | Session Viewer

Profile MEB PEB Reports Administration My Account

Users Pending Approval Users Nearing Expiration

Welcome

3.5.4 Release Guide • 3.5.4 Release Guide • 3.5.4 Release Guide

System Messages

Profile Workload Summary

Referral Workload Summary

Profile and MMRB Reports

Soldier ICD9 Summary

Soldier Audit Report

User Audit Report

No Unit Commander

Pending Profiles

Profile Routing Status

User Guide • Provider User Guide • Administrator User Guide

Action Items

- Users Pending Approval [13]
- Users Nearing Expiration [1]

Exhibit 3-27 Welcome Page

2.	View Permanent and Temporary profiles per UIC that are not assigned a unit commander.	UIC's profiles that do not have an assigned unit commander will be listed.
----	---	--

Reports > No Unit Commander		
This report lists the number of profiles that have been approved where there is no Unit Commander registered for that UIC.		
		Rows per page: 50
UIC	Permanent Profiles	Temporary Profiles
W0	1	0
w0	1	0
W2	1	0
W2	1	0
W4	3	6
w6	0	2
WA	2	1
WA	1	1
WA	1	0

Exhibit 3-28 No Unit Commander List

3.3.7 Pending Profiles

Step	User Action	What to Check/System Response
1.	Hover over Reports and click Pending Profiles.	All profiles pending Approval, 1 st and 2 nd signature will be displayed.

Exhibit 3-29 Welcome Page

2.	You may sort the list by status pending and by how old.	Pending profiles will be listed.
----	---	----------------------------------

Reports > Pending Profiles						
This report lists all pending profiles within your region that are waiting action. "Days in" represents the number of days the profile has been in the inbox pending signature. You can filter by profile status and days.						
Status Pending:	All	Older than:	7 days			
Name	1st Signature	SSN	Status	UIC	Days in	Assigned To
	2nd Signature					
	All	xxxxx	Pending 1st Signature	WH1ZT0	275	
		xxxxx	Pending 1st Signature	W471A1	230	
		xxxxx	Pending 1st Signature	WET2AA	147	
		xxxxx	Pending 1st Signature	WJLKT0	219	
		xxxxx	Pending 1st Signature	WABJB0	145	
		xxxxx	Pending 1st Signature	W0U382	78	
		xxxxx	Profile Pending Approval	WDHDT1	21	
		xxxxx	Pending 1st Signature	WDHDT1	13	
		xxxxx	Profile Pending Approval	W2L620	349	

Exhibit 3-30 Pending Profiles

3.3.8 Profile Routing Status

Step	User Action	What to Check/System Response
1.	Hover over Reports and click Profile Routing Status.	Filters will be displayed available for entry.

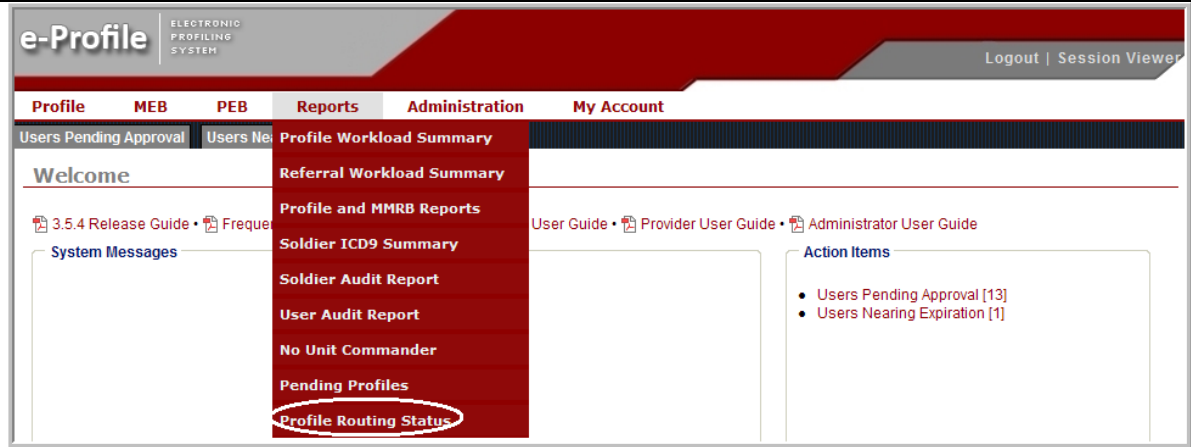


Exhibit 3-31 Welcome Page

2.	Enter the First Name, Last Name, or SSN of the Soldier and click Find.	Soldier's information and profile status will be displayed.
----	--	---

Reports > Profile Routing Status

This report will allow you to determine where a profile is in the routing chain when the profile is pending 1st signature or pending approval.

You can search for a Soldier using their Last name, First name, or Social Security Number. If your search returns one Soldier, that Soldier will be used. If more than one Soldier is returned, select the appropriate Soldier from the list provided.

First Name: Last Name: SSN:

Exhibit 3-32 Profile Routing Status Filters

3.	View profile status.	
----	----------------------	--

Reports > Profile Routing Status

This report will allow you to determine where a profile is in the routing chain when the profile is pending 1st signature or pending approval.

GEN. [REDACTED]

SSN: [REDACTED] Rank: GEN DOB: 19531001 Gender: Male
 Unit: WZZ1AA (0350 CA CMD HHC) Army Reserve | MOS: UNK | Active PULHES: [REDACTED] (Last Issued: N/A)
 Region: 350CAC Email: (not available)

SSN	Name	UTC	Creator	Status	Type	PULHES Region	Assigned To
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	Profiles Pending 1st Signature	Temporary	311111 FT Bragg	[REDACTED]
[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]	Profiles Pending 1st Signature	Temporary	121111 350th Civil Affairs Command, 81st Regional Support Command	[REDACTED]

Exhibit 3-33 Profile Routing Status

3.4 Administration

3.4.1 Manage Messages

Step	User Action	What to Check/System Response
1.	On the Welcome Page, under the Administration menu, click Manage Messages.	Message details window will appear.

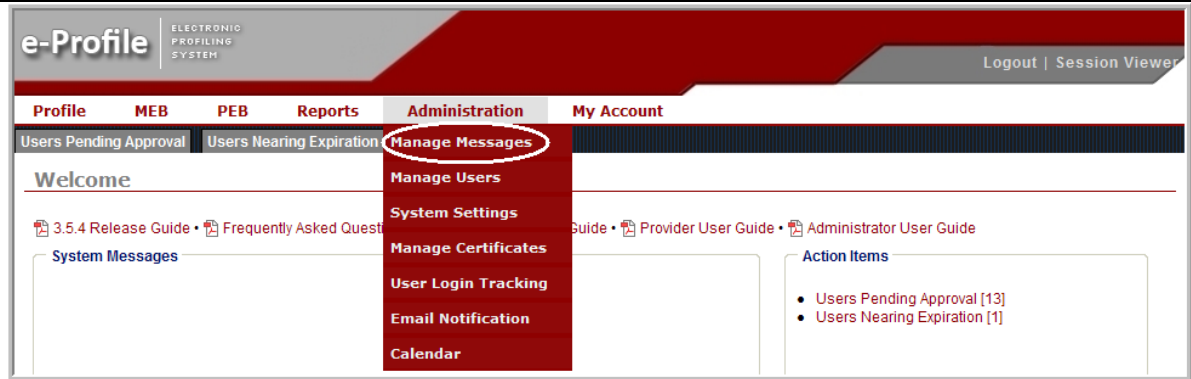


Exhibit 3-34 Welcome Page

2.	Click Add Message and enter message details in spaces provided. Select user groups , click Save.	Message will be posted to appropriate user groups.
----	--	--

Exhibit 3-35 Message Details Box

3.4.2 Managing Users and Modifying Scope

Step	User Action	What to Check/System Response
1.	Under the Administration menu, click on Manage Users.	List of users will appear.

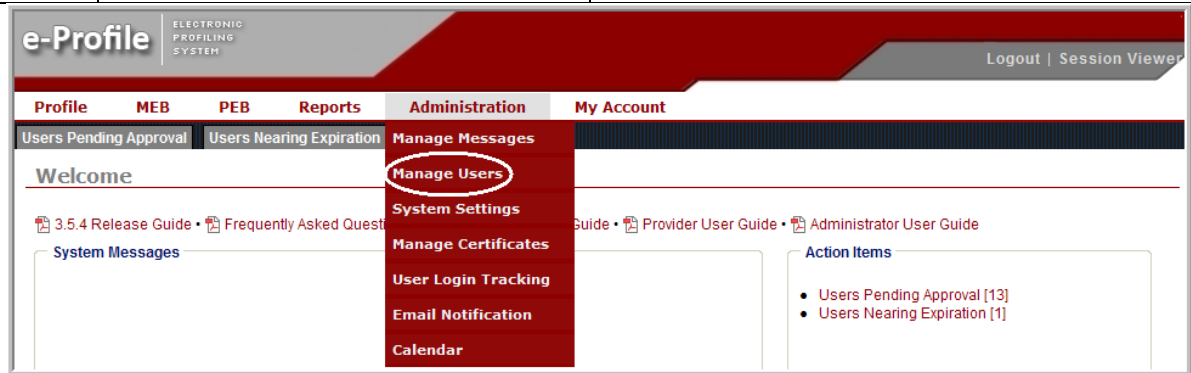


Exhibit 3-36 Welcome Page

2.	Select user and click Details.	Permissions will be available for modifying.
----	--------------------------------	--

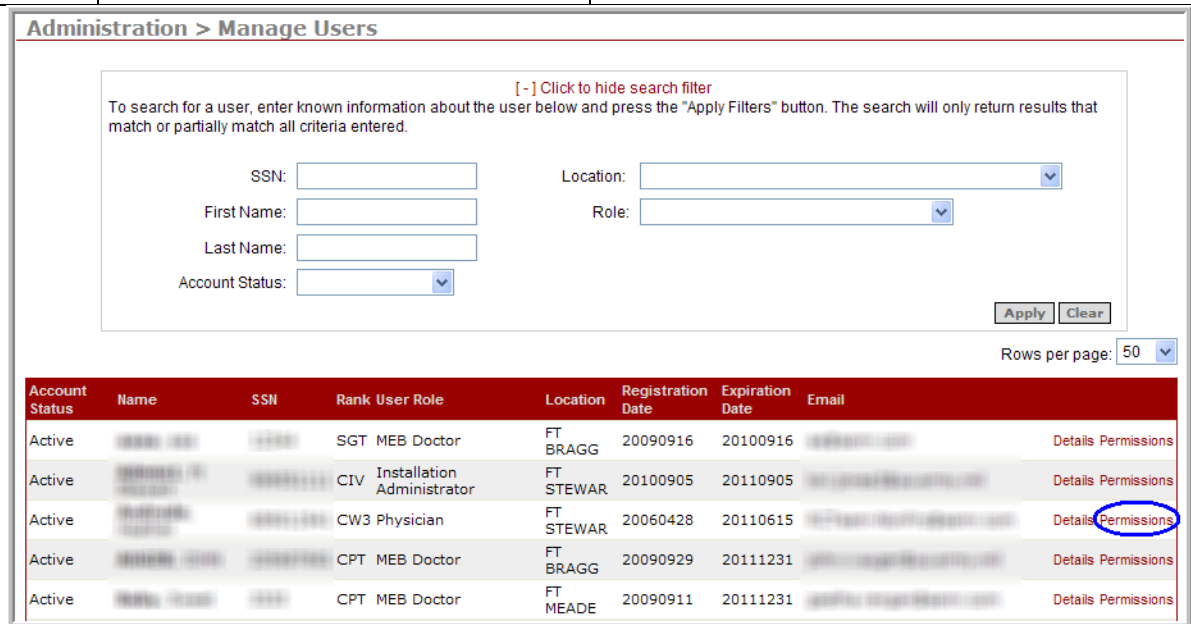


Exhibit 3-37 User List

3.	Review provided permissions and grant appropriate access by checking the boxes.	Check marks will identify which permission will be granted.
4.	Click Scope.	Scope levels will be displayed in the Extended Scope Properties window.

Administration > Manage Permissions Return to list

CW3. [Redacted]

AKO ID: 1.PHY.117	Status: Active	Registered: 20060428	Expires: 20110615
Compo: Army	Location: FT STEWART	Email: [Redacted]	UIC: WABLT0
User Role: Physician		Clinic:	

[+] Click to show the current permissions for this user

Rows per page: 50

Permission Name	Permission Description	Provision
Admin :: Approve users	Approve new user registrations to e-Profile.	<input type="checkbox"/> Grant Scope
Admin :: Manage expiring users	Manage users that are pending expiration of their registration with e-Profile.	<input type="checkbox"/> Grant Scope
Admin :: Manage user permissions	Manage user permissions	<input type="checkbox"/> Grant Scope
Admin :: Manage users	Manage e-Profile application users.	<input type="checkbox"/> Grant Scope
Admin :: View user details	View the application level details of a user.	<input type="checkbox"/> Grant Scope
Admin :: View user list	View a list of users registered with the application.	<input type="checkbox"/> Grant Scope
MEB :: View soldier details	View MEB Results Details By SSN.	<input checked="" type="checkbox"/> Grant Scope
MMRB :: Manage pending boards	MMRB Boards that are pending their scheduled review.	<input type="checkbox"/> Grant Scope
MMRB :: Quick Capture Results	Quick Capture Results	<input type="checkbox"/> Grant Scope

RECORDS FOUND 39

Exhibit 3-38 Permissions

5.	Select scope level of permission, click next. (for this example, we will choose Unit (UIC) Level).	The Applicable Scope window will be displayed.
----	--	--

Extended Scope Properties X

Permission Name: MEB :: View soldier details

1. Select scope level
2. Applicable scopes

What scope level would you like to grant the permission?

☒ Unit (UIC) Level
☐ Region Level
☐ Organization Level

Please select a scope type and click Next to continue.

Exhibit 3-39 Select Scope Level

Step	User Action	What to Check/System Response
6.	Select additional UIC's as necessary.	Additional UIC's will be added.



Note: Adding additional UIC's depends on the user's roles of whom you are granting permissions.

Exhibit 3-40 Applicable Scopes

7.	Click Complete.	Scope properties have been updated.
----	-----------------	-------------------------------------

3.4.3 Approving Users

Step	User Action	What to Check/System Response
1.	The Admin logs into e-Profile to see the Inbox or Action items containing users that need approval. Click Users Pending Approval.	List of users will appear.

Profile MEB PEB Reports Administration My Account

Users Pending Approval Users Nearing Expiration

Welcome

3.5.4 Release Guide • Frequently Asked Questions • Commander User Guide • Provider User Guide • Administrator User Guide

System Messages

Action Items

- Users Pending Approval [13]
- Users Nearing Expiration [1]

Exhibit 3-41 Welcome Page

Step	User Action	What to Check/System Response
2.	Locate a user, click Approve.	User details will appear.

Administration > Approve Users

[+] Click to show search filter

Rows per page: 50

Requestors Name	Date Requested	User Role	Address	Location	Rank	
MEB Doctor	20090513	MEB Doctor	FT Bragg	FT Bragg	SMA	Approve
Care Manager	20090508	Care Manager	FT Bragg	FT Bragg	MAJ	Approve
MEB Doctor	20090709	MEB Doctor	FT MEADE	FT MEADE	LTC	Approve
Installation Administrator	20100914	Installation Administrator	REDSTONE ARSENAL	REDSTONE ARSENAL	WO1	Approve
Physician Assistant/Nurse Practitioner	20100905	Physician Assistant/Nurse Practitioner	FT STEWART	FT STEWART	CIV	Approve
Physician	20100905	Physician	FT STEWART	FT STEWART	LTC	Approve
Physician	20100905	Physician	FT STEWART	FT STEWART	CIV	Approve
Physician Clerk	20100905	Physician Clerk	FT STEWART	FT STEWART	CIV	Approve
Physician Assistant/Nurse Practitioner	20090923	Physician Assistant/Nurse Practitioner	FT Bragg	FT Bragg	CIV	Approve
Care Manager	20090508	Care Manager	FT Bragg	FT Bragg	CIV	Approve
MEB Doctor	20090511	MEB Doctor	FT Bragg	FT Bragg	COL	Approve
MEB Doctor	20090929	MEB Doctor	FT Bragg	FT Bragg	CIV	Approve
UCMDR	20100905	UCMDR	FT STEWART	FT STEWART	LTC	Approve

RECORDS FOUND 13

Export

Exhibit 3-42 User List

3.	Update user's information as necessary, change the account status, click Update.	Users account has been updated.
----	--	---------------------------------

Administration > User Details

The sections below contain application user information. You will be able to adjust the user's application settings, approve pending HIPAA certificates, view their registration information, and view application usage activity.

CIV. XXXXXXXXXX

AKO ID: XXXXXXXXXX	Status: PendingApproval	Registered: 20100905	Expires: 20110905
Compo: Army	Location: FT STEWART	Email: XXXXXXXXXX@XXXXXX.XXX	UIC: W2MSAA
User Role: Physician Assistant/Nurse Practitioner		Clinic: Hawks Clinic	

Pending HIPAA Certificates (Show Details...)

Account Settings (Hide Details...)

Account Status: Pending Approval ☐ Suspended: ☐

Expires On: 20110905

User Role: Physician Assistant/Nurse Practitioner

State/Region: FT STEWART (USA MEDDAC FT STEWART)

UIC: W2MSAA

Issuing Clinic: Hawks Clinic

User Demographics (Show Details...)

Usage History (Show Details...)

Exhibit 3-43 User Details

3.4.4 System Settings

Step	User Action	What to Check/System Response
1.	Under the Administration menu, click System Settings.	Systems settings will be listed.
<div data-bbox="250 1253 1435 1621" data-label="Image"> </div>		
2.	Scroll down to selected setting and click.	Detailed information will be listed on the right side of the screen.

Exhibit 3-44 Welcome Page

Administration > System Settings

System Modules

Registration **OK**

Document Upload **OK**

SQL Server **OK**

Error Log **OK**

System Usage

Users Currently Logged On 0

New Users Pending 23

Profiles Created Today 0

Permanent Profiles Pending 48

Referrals Created Today 0

System Management

View Error Log

Report a problem

Application Support

Make an Announcement

Users Pending Approval

AKO	Role	Region	Date
	CP		20091209
	SRGN	63rd Regional Readiness Command	20090313
	PC	85th Division (Training Support)	20090921
	CM	FT Bragg	20090508
	CM	FT Bragg	20090508
	MEBDR	FT Bragg	20090511
	MEBDR	FT Bragg	20090513
	AAPANP	FT Bragg	20090923
	PHY	FT Bragg	20090929
	MEBDR	FT MEADE	20090709
	PHY	FT STEWART	20100905
	PHY	FT STEWART	20100905
	PHYC	FT STEWART	20100905
	UCMDR	FT STEWART	20100905
	AAPANP	FT STEWART	20100905
	CMN	HRC-STL	20060527
	C11A	REDSTONE ARSENAL	20100914
	PO	Virginia	20091001
	PP	Virginia	20091013
	PO	Virginia	20090918
	PO	Virginia	20090921
	MMRBAP	Virginia	20090515
	MMRBAP	Virginia	20100312

3.4.5 Managing Certificates

Step	User Action	What to Check/System Response
1.	Under the Administration menu, click Manage Certificates.	Certificate list will appear.

e-Profile ELECTRONIC PROFILING SYSTEM

Lee Roberson, WO1, C1SA, FT Bragg

Logout | Session Viewer

Profile **MEB** **PEB** **Reports** **Administration** **My Account**

Users Pending Approval Users Nearing Expiration **Manage Messages**

Welcome

3.5.4 Release Guide • Frequently Asked Questions • User Guide • Provider User Guide • Administrator User Guide

System Messages

Manage Certificates

User Login Tracking

Email Notification

Calendar

Action Items

- Users Pending Approval [13]
- Users Nearing Expiration [1]

Exhibit 3-46 Welcome Page

2.	Either enter SSN if known, or view a certificate from the list provided. Click Review Latest.	A view of the latest certificate will appear for approval or disapproval.
----	---	---

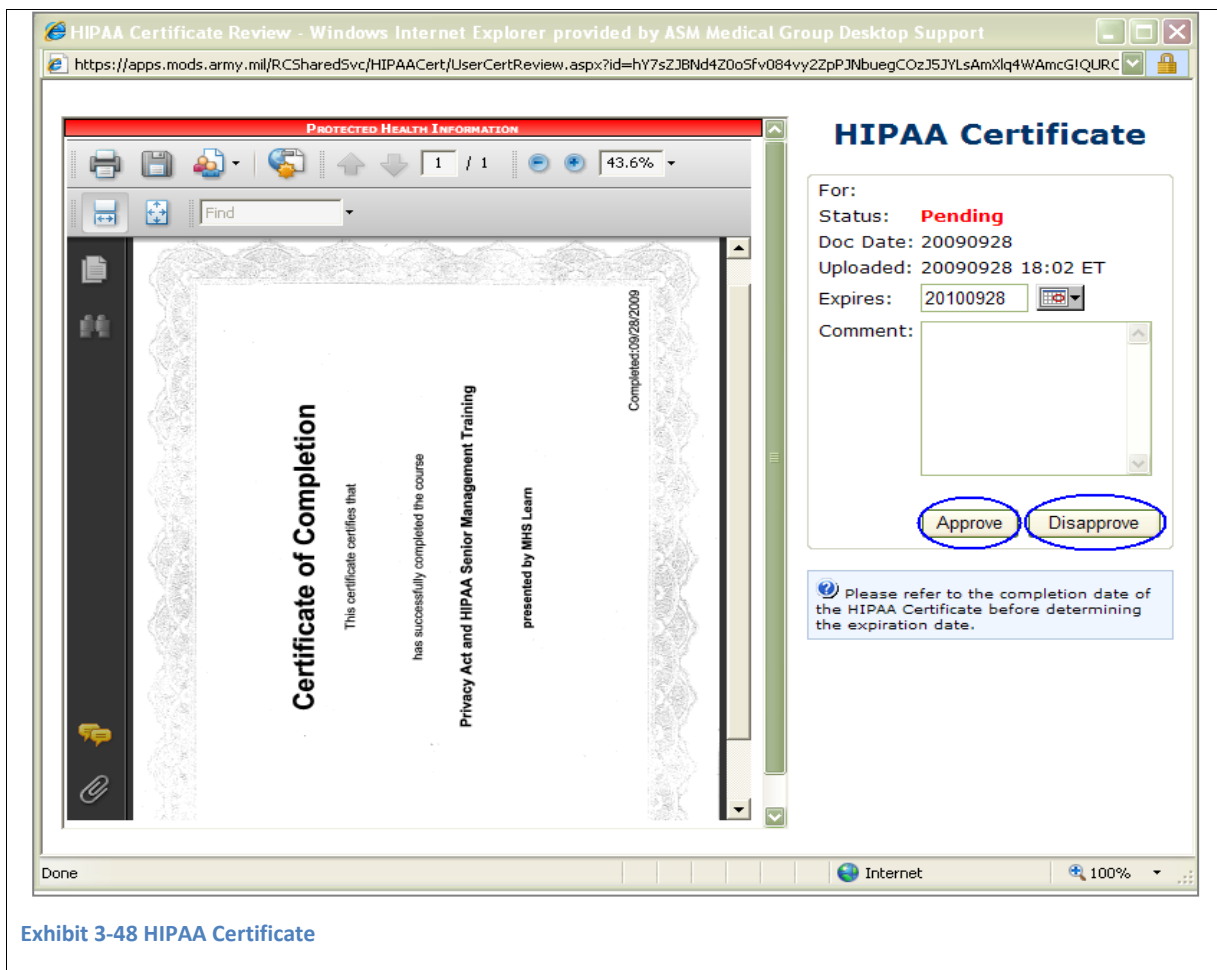
Administration > Manage Certificates

Filter
SSN: Apply Clear

SSN	Name	Latest Upload Date	Number Pending	
xxxxx	XXXXXXXXXXXX	20081110	1	Review Latest
xxxxx	XXXXXXXXXXXX	20100427	1	Review Latest

Exhibit 3-47 Certificate List

Step	User Action	What to Check/System Response
3.	Click Approve or Disapprove.	Certificate will be approved or disapproved.



3.4.6 User Login Tracking

Step	User Action	What to Check/System Response
1.	Under the Administration menu, click User Login Tracking.	Area for entering user SSN will appear.

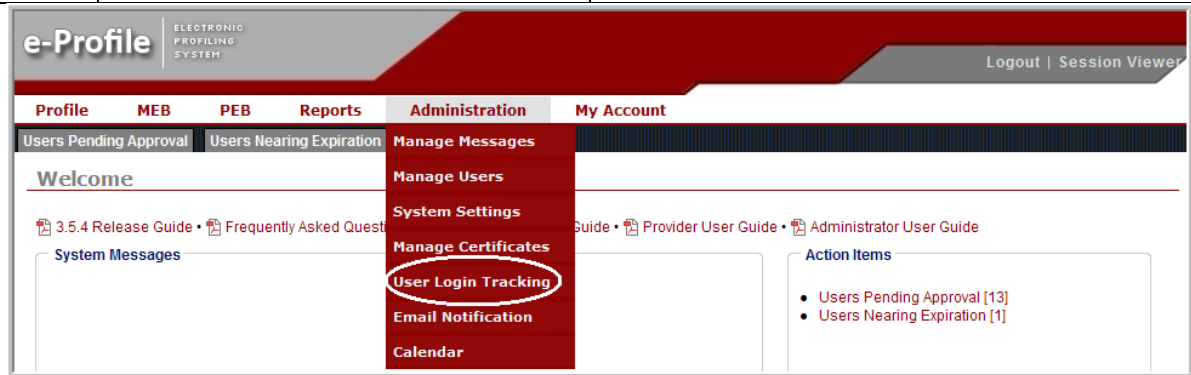


Exhibit 3-49 Welcome Page

2.	Enter SSN of user and select a time frame.	View of user logins will be listed.
----	--	-------------------------------------

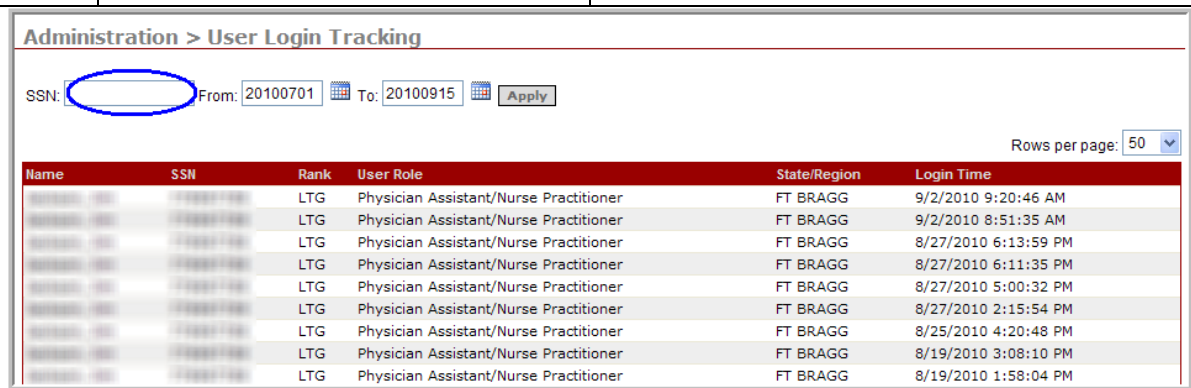


Exhibit 3-50 User Login Tracking

3.4.7 Email Notification

Step	User Action	What to Check/System Response
1.	Under the Administration menu, click Email Notification.	The next screen will provide an area to compose a message.

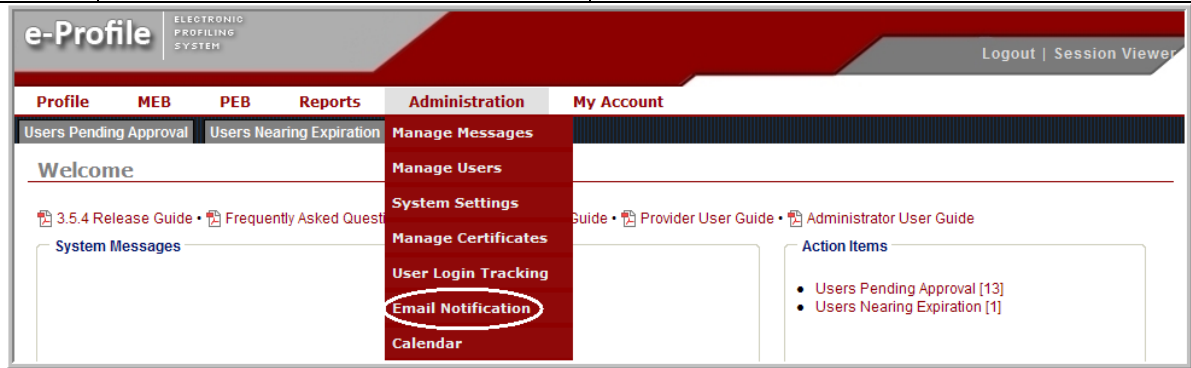


Exhibit 3-51 Welcome Page

2.	Compose message. Click Send.	Message will be sent.
----	------------------------------	-----------------------

Administration > Email Notification

From:

Subject:

Your Message:

User Groups

51 Care Manager
38 Deputy Commander of Clinical Service
54 Installation Administrator
52 MEB Doctor
40 PADC
37 Physician

☐ Send Notification to FT Bragg Users only.
☒ Send Notification to Users in my Scope.

Exhibit 3-52 Email Notification

Appendix A: Gaining System Access

Register for e-Profile

Step	User Action	What to Check/System Response
1.	Go to the MODS domain page at http://www.mods.army.mil	The MODS homepage will open.
2.	Point your cursor at the e-Profile link and click.	e-Profile homepage will open.


Exhibit A-1 MODS Home Page

3.	Click on Register for e-Profile.	A window will pop up stating you are accessing a U.S. Government Information System. Click OK to
----	----------------------------------	--

Step	User Action	What to Check/System Response
		continue. A statement will appear that you have been authenticated through AKO.

e-Profile
ELECTRONIC
PROFILING
SYSTEM

e-Profile application version :: 3.5.1



What is e-Profile?
How do I register for an AKO account?
How do I reset my AKO password?
Register for e-Profile

Login to e-Profile

:: CAC use is Required for Access ::


You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only.

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

Exhibit A-2 e-Profile Home Page

Windows Internet Explorer



You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only.

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

-The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.

-At any time, the USG may inspect and seize data stored on this IS.

-Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.

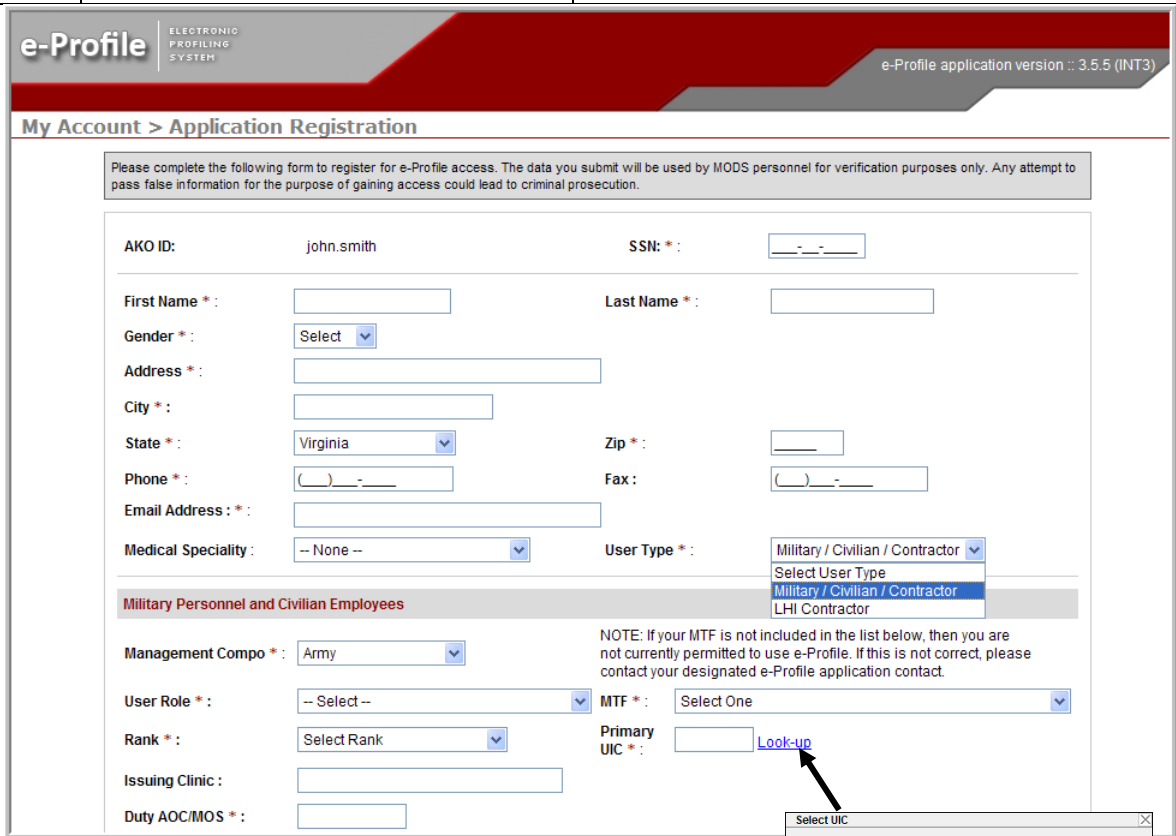
-This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.

-Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

OK Cancel

Exhibit A-3 Statement Window

4.	Enter your personal data. The red asterisk indicates fields that are required.	
5.	In the User type drop down ment, select	Military Personnel and Civilian Employees section will

Step	User Action	What to Check/System Response
	Military/Civilian/Contractor if you are one of these users.	expand available for entry.
<div data-bbox="266 350 1435 1180" data-label="Form">  <p>e-Profile ELECTRONIC PROFILING SYSTEM e-Profile application version :: 3.5.5 (INT3)</p> <p>My Account > Application Registration</p> <p>Please complete the following form to register for e-Profile access. The data you submit will be used by MODS personnel for verification purposes only. Any attempt to pass false information for the purpose of gaining access could lead to criminal prosecution.</p> <p>AKO ID: john.smith SSN: * : []</p> <p>First Name * : [] Last Name * : []</p> <p>Gender * : Select [v]</p> <p>Address * : []</p> <p>City * : []</p> <p>State * : Virginia [v] Zip * : []</p> <p>Phone * : () []- [] Fax : () []- []</p> <p>Email Address * : []</p> <p>Medical Speciality : -- None -- [v] User Type * : Military / Civilian / Contractor [v] Select User Type Military / Civilian / Contractor LHI Contractor</p> <p>Military Personnel and Civilian Employees</p> <p>Management Compo * : Army [v]</p> <p>User Role * : -- Select -- [v] MTF * : Select One [v]</p> <p>Rank * : Select Rank [v] Primary UIC * : [] Look-up</p> <p>Issuing Clinic : []</p> <p>Duty AOC/MOS * : []</p> <p>NOTE: If your MTF is not included in the list below, then you are not currently permitted to use e-Profile. If this is not correct, please contact your designated e-Profile application contact.</p> <p>Select UIC</p> <p>Search For: []</p> <p>Limit To: All States/Regions [v]</p> <p>[Search]</p> <p>Selected UIC: [] [Clear]</p> <p>[Save] [Cancel]</p> </div>		
6.	If you are an LHI contractor, select the option from the drop down menu.	Contracting Organizations section will expand available for entry.

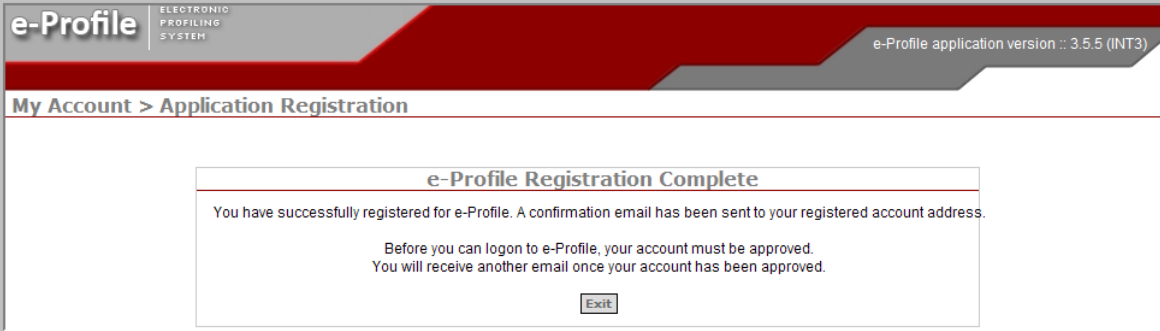
Step	User Action	What to Check/System Response
	<p>My Account > Application Registration</p> <p>Please complete the following form to register for e-Profile access. The data you submit will be used by MODS personnel for verification purposes only. Any attempt to pass false information for the purpose of gaining access could lead to criminal prosecution.</p> <p>AKO ID: John.Smith SSN: *</p> <p>First Name *: Last Name *: Gender *: Address *: City *: State *: Virginia Zip *: Phone *: Fax: () - - Email Address *: Medical Speciality: -- None -- User Type *: LHI Contractor</p> <p>Contracting Organizations</p> <p>Contracting Firm *: Logistics Health Incorporated User Role *: -- Select --</p> <p>Cancel Next</p>	

Exhibit A-5 Application Registration Contracting Organizations

7.	Verify all information entered is correct. Click Confirm.	Window confirming registration will appear.
----	--	---

e-Profile ELECTRONIC PROFILING SYSTEM		e-Profile application version :: 3.5.5 (INT3)
<p>My Account > Application Registration</p> <p>Please complete the following form to register for e-Profile access. The data you submit will be used by MODS personnel for verification purposes only. Any attempt to pass false information for the purpose of gaining access could lead to criminal prosecution.</p>		
<p>AKO ID: John.Smith</p> <p>SSN: Rank: First Name: Last Name: Gender: Military Address: City: State: Zip: Email Address: Phone: Fax:</p> <p>Management Compo: Army</p> <p>User Role: Installation Administrator</p> <p>Duty AOC/MOS: 91c</p> <p>Primary Uic: w3u5aa</p> <p>Issuing Clinic: Region: REDSTONE ARSENAL (USA MEDDAC REDSTONE AR)</p> <p>Back Confirm</p>		

Exhibit A-6 Information Verification Page

Step	User Action	What to Check/System Response
		 <p>The screenshot shows the e-Profile application interface. At the top left is the 'e-Profile' logo with 'ELECTRONIC PROFILING SYSTEM' below it. At the top right, it says 'e-Profile application version :: 3.5.5 (INT3)'. Below the header is a navigation bar with 'My Account > Application Registration'. The main content area has a title 'e-Profile Registration Complete' and the following text: 'You have successfully registered for e-Profile. A confirmation email has been sent to your registered account address. Before you can logon to e-Profile, your account must be approved. You will receive another email once your account has been approved.' There is an 'Exit' button at the bottom of the message box.</p>
		Exhibit A-7 Registration Confirmation

DRAFT

Appendix B: Browser Compatibility and Security Settings

Browser Compatibility

You can view AJAX-enabled ASP.NET sites by using most modern browsers. The following lists show compatible browser versions and operating systems.

The client browsers should support the following technologies to ensure the e-Profile application renders and functions properly:

- ECMAScript (JScript, JavaScript) version 1.2
- HTML version 4.0
- The Microsoft Document Object Model (MSDOM)
- Cascading style sheets (CSS)

Supported Browsers

- Microsoft Internet Explorer 6.0 or later versions
- Mozilla Firefox version 1.5 or later versions
- Apple Safari version 2.0 or later versions

Security and Privacy Settings

The following table lists required browser security and privacy settings for user browsing. In all cases, the recommended settings are the default settings for that browser.

Browser	Security and Privacy Settings
Internet Explorer versions 6 & 7	Set the Internet Zone, located in the Security Zone to Medium.
FireFox 1.5 or later versions	In the Tools menu under Options, select Enable JavaScript.

Exhibit B-1 Security and Privacy Settings Table



Note: If browser security and privacy settings are set too high, JavaScript might be disabled. In that case, the browser cannot run the client-side functionality of an AJAX-enabled ASP.NET application.

Appendix C: Frequently Asked Questions

Q: How do I get access UICs to view profiles/referrals?

A: Contact your state DSS or regional Approval Authority to have additional UICs added to user's profile.

Q: How to I gain additional access to sign profiles or view referrals?

A: Contact your state DSS or regional Approval Authority to have permissions added to user's profile.

Q: Why am I not able to view a profile I created for a soldier?

A: The users either does not have the permissions to view created profiles, the profile is in draft mode and needs to be submitted, or the soldier's UIC does not match the UICs the user has access to.

Q: Why can't I log back into e-Profile when the account was approved?

A: Confirm that the user's HIPAA certificate or account expiration date is current and the account is activated.

Q: Can I delete a duplicate profile that was created on a soldier or when an error was made on the profile?

A: Manually created profiles cannot be deleted from the application. The user can create a new profile with a new expiration date which will override all previous profiles and all profiles will drop off.

Q: I am trying to create a profile on a soldier, but my SSN is not matching.

A: Check TAPDB to see if the soldier has been built into the system

Q: A user created a profile and the provider assigned cannot see the profile.

A: Verify that the person who created the profile submitted the profile and that the profile is not in draft mode.

Q: I am creating a profile and tying it to a provider, but the application will not allow me to.

A: First, check to see if the soldier is Active Army, Reservist or Guard. If Active Army, they user can't select a provider as they are routed based on logic provided by the Army. If a Reservist, the user can't select a provider; they are routed based on the logic provided by RHRP. If the

solder is Guard, the provider may not be on the user's list of providers or UICs do not match from soldier to provider.

Q: Is there a maximum amount of cases/profiles that can be created on a soldier?

A: There is not maximum number of cases that can be created.

Q: I have gotten back a profile where the first provider signing the profile was also the approving authority on the same profile.

A: For National Guard, P2 profiles DO require 2 signatures. e-Profile currently puts the name of the 1st signing provider in both slots until the 2nd signature is obtained.

Q: When a provider enters comments on a rejected profile, why is the proxy unable to see those comments? When the rejected profile is selected, the profile is void of ANY information. How can proxies view the comments entered by the providers?

A: For profiles created by Provider Proxies, the provider does not reject profiles; they only edit, delete, or sign them at this point, so the profile will not come back to the proxy. Once the profile is submitted, the proxy can still view the profile, but can no longer make changes to it; only the provider can change it at that point. Rejection of profiles only happens once the provider has signed it, and submits it to the Approval Authority for 2nd signature/approval. The Approval Authority can reject it back to the provider at that point.

Q: A soldier was boarded and was put on approbation for one year. e-Profile says the soldier was referred to MEB/PEB. It will not let me change the results, so how can I do this so that the soldier can be boarded again?

A: A new Permanent profile would have to be submitted and approved to replace the current profile. The new profile must have a PULHES of at least 3 and must meet the chapter 3 retention standards to qualify for MMRB.

Q: I downgraded a profile for one of our providers but the provider does not see it as needing a signature.

A: After downgrading a profile, the "submit" button must be clicked on the final tab before the provider has visibility.

Q: Where can I find information on a user's registration if it does not appear in my approval list?

A: Contact the Help Desk, they have access to view a registration and determine the cause.

Q: When selecting restrictions under the Restrictions tab, why does the diagram not light up?

A: Not all restrictions enable the diagram to light up. If you were to select a restriction that normally lights up AND select one that does not, the diagram will not light up at all. You would have to create sentence them separately. If you were to select two restrictions at the same time that both would make the diagram light up, NOT ALL the areas will light up for the corresponding restrictions. You would have to “create sentence” them separately.

Q: How are profiles routed?

A: National Guard and Army Reserve routing is based on the Soldier’s unit. Active Army’s routing is based on the Provider’s unit.

Q: If a profile has been entered into e-Profile, why does it not show up under MMRB needed in order to schedule a board?

A: Soldiers issued a permanent profile with a P3/4 who meets retention standards are referred to the MMRB. If the Soldier does not meet the retention standards, an MEB is mandatory and will be initiated by the physical evaluation board liaison officer (PEBLO).

Appendix D: User Roles per Component

Army		
Role	Permission	Description
Physician	<u>Profile</u> View Existing Create Extend/Downgrade Expire Scan/Upload View drafts View rejected View MMRB draft View Pending 1 st Signature Submit Permanent Submit Temporary	View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier Manually expire a Profile before its set expiration date (deprecated) Scan/Upload previously completed Soldier Profiles View profiles that are in Draft status. View Profiles that have been rejected. New Profile draft generated by a recent MMRB. View profiles in queue pending 1 st signature. Submit Permanent Profiles. Submit Temporary Profiles.
Deputy Commander of Clinical Services	<u>Admin</u> View user list View user details Manage user permissions Approve users Manage expiring users Manage users <u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Expire Approve uploaded Scan/Upload View drafts Approve View rejected Submit Permanent Submit Temporary	View a list of users registered with the application. View the application level details of a user. Manage user permissions. Approve new user registrations to e-Profile. Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB Results Details. View PEB Results Details. View existing Profiles for Soldiers. Create ne Profiles for a Soldier. Extend or Downgrade and active Profile for a Soldier. Manually expire a Profile before its set expiration date. Approve manually uploaded Profiles for Soldiers. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. Approve/provide the 2 nd signature for a profile. View Profiles that have been rejected. Submit Permanent Profiles. Submit Temporary Profiles.
Personnel Services Clerk	<u>Admin</u> View user details Approve users Manage expiring users Manage users <u>MMRB</u> Manage pending boards Quick Capture Results <u>Profile</u> View existing 40-501 Compliant	View the application level details of a user. Approve new user registration to e-Profile. Manage users that are pending expiration of their registration with e-Profile Manage e-Profile application users. MMRB Boards that are pending their scheduled review. Quick Capture Results. View existing Profiles for Soldiers. Soldier Profile that meets 40-501 regulation.

Personnel Admin Clerk	<u>MEB</u> View Soldier details <u>MMRB</u> Quick Capture <u>PEB</u> View Soldier details <u>Profile</u> View existing 40-501 compliant 40-501 non-compliant View Temporary <u>Reports</u> View MEB View PEB	View MEB Results Details. Quick Capture Results View PEB Results Details. View existing Profiles for Soldiers. Soldier Profile that meets 40-501 regulation. Soldier Profile that does not meet 40-501 regulation. View a list of Temporary Profiles. View MEB Report by location. View PEB Report by location.
Component 1 System Admin (C1SA)	<u>Admin</u> View user list View user detail Manage user permissions Manage message board Approve users Manage expiring users Manage users <u>MEB</u> View Soldier details <u>MMRB</u> Manage pending boards <u>PEB</u> View Solder details <u>Profile</u> View existing View Pending 1 st signature <u>Reports</u> View General View MEB View PEB Audit Information <u>System</u> Monitor Status	View a list of users registered with the application. View the application level details of a user. Manage user permissions. Manage system messages (message board). Approve new user registrations to e-Profile. Manage user that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB Results Details by SSN. MMRB Boards that are pending their scheduled review. View PEB Results details. View existing Profiles for Soldiers. View profiles in queue pending 1 st signature. View general application reports. View MEB Report by location. View PEB Report by location. View audit specific reports for users and Soldiers. Monitor web application status.
Unit Commander (UCMDR)	<u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Enter commander comment	View MEB Results. View PEB Results. View existing Profiles for Soldiers. Provide commander comments for a Profile.
Physician Clerk	<u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View Drafts	View existing Profile for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completes Soldier Profiles to e-Profile. View profiles that are in Draft status.
Care Manager	<u>MEB</u> View Soldier details <u>MMRB</u>	View MEB Results details.

	View Results <u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View drafts	View MMRB Board results. View existing Profile for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completes Soldier Profiles to e-Profile. View profiles that are in Draft status.
Medical Evaluation Board Doctor	<u>Admin</u> View user list View user details Manage user permissions Approve users Manage expiring users Manage users <u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Expire Approve uploaded Scan/Upload View drafts Approve View rejected Submit Permanent Submit Temporary	View a list of users registered with the application. View the application level details of a user. Manage user permissions. Approve new user registrations to e-Profile. Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB Results details. View PEB Results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Manually expire a Profile before its set expiration date. (deprecated) Approve manually uploaded Profiles for Soldiers. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. Approve/provide the 2 nd signature for a profile. View Profiles that have been rejected. Submit Permanent Profiles. Submit Temporary Profiles.
Physician Assistant/ Nurse Practitioner	<u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View drafts View rejected View MMRB draft Submit	View MEB Results details. View PEB Results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. View Profiles that have been rejected. New Profile draft generated by a recent MMRB. Submit Temporary Profiles.
Installation Admin	<u>Admin</u> View user list View user details Manage user permissions Manage message board Approve users	View a list of users registered with the application. View the application level details of a user. Manage user permissions. Manage system messages (message board). Approve new user registrations to e-Profile.

	Manage expiring users Manage users <u>MEB</u> View Soldier details <u>MMRB</u> Manage pending boards <u>PEB</u> View Soldier details <u>Profile</u> View existing <u>Reports</u> View MEB View PEB <u>System</u> Monitor status	Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB Results details. MMRB Boards that are pending their scheduled review. View PEB results details. View existing Profiles for Soldiers. View MEB Report by location. View PEB Report by location. Monitor web application status.
Company Commander Clerk	<u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing <u>Reports</u> View MEB View PEB	View MEB Results details. View PEB results details. View existing Profiles for Soldiers. View MEB Report by location. View PEB Report by location.

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Army National Guard		
Role	Permission	Description
NGB System Admin	<u>Admin</u> View user list View user details	View a list of users registered with the application. View the application level details of a user.

	<p>Manage user permissions Manage message board View user activity Approve users Manage expiring users Manage users <u>MEB</u> View Soldier details <u>MMRB</u> View Results Manage locations <u>PEB</u> View Soldier details <u>Profile</u> View existing <u>Referral</u> View details Delete View active <u>Reports</u> View general View MEB View PEB Audit Information <u>System</u> Modify settings Monitor status</p>	<p>Manage user permissions. Manage system messages (message board). Track user activity within the system. Approve new user registration to e-Profile. Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB results details. View MMRB Board results. Manage meeting location for an MMRB Board. View PEB results. View existing Profiles for Soldiers. View the details of an existing Referral. Delete existing Soldier Referral. View a list of active Referrals for Soldiers. View general application reports. View MEB report by location. View PEB report by location. View audit specific reports for users and soldiers. Modify the web application system level settings. Monitor web application status.</p>
Approval Authority	<p><u>Admin</u> View user list View user details Manage user permissions View user activity Approve users Manage expiring users Manage users <u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Expire Approve uploaded Scan/Upload View drafts Approve View rejected View MMRB draft View Pending 1st Signature Submit Permanent Submit Temporary <u>Referral</u> View details</p>	<p>View a list of users registered with the application. View the application level details of a user. Manage user permissions. Track user activity within the system. Approve new user registration to e-Profile. Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB results details. View PEB results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Manually expire a Profile before its set expiration date. (deprecated) View profiles that are in Draft status. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. Approve/provide the 2nd signature for a profile. View Profiles that have been rejected. New Profile draft generated by recent MMRB. View profiles in queue pending 1st signature. Submit Permanent Profiles. Submit Temporary Profiles. View the details of an existing Referral.</p>

	<p>Create Complete/Close View active <u>Reports</u> View MEB View PEB</p>	<p>Create a new Referral for a Soldier. Complete/Close and active Referral. View a list of active Referrals for Soldiers.</p> <p>View MEB Report by location. View PEB Report by location.</p>
ARNG G1	<p><u>Admin</u> View user list Manage message board View user activity Approve users Manage expiring users Manage users <u>MEB</u> View Soldier details <u>PEB</u> View Soldier details</p>	<p>View a list of users registered with the application. Manage system messages (message board). Track user activity within the system. Approve new user registration to e-Profile. Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users.</p> <p>View MEB results details.</p> <p>View PEB results details.</p>
Case Manager- Nurse	<p><u>MEB</u> View Soldier details <u>MMRB</u> View Results <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View drafts <u>Referral</u> View details Create Complete/Close View all View active <u>Reports</u> View MEB View PEB</p>	<p>View MEB results details.</p> <p>View MMRB Board results.</p> <p>View PEB results details.</p> <p>View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status.</p> <p>View the details of an existing Referral. Create a new Referral for a Soldier. Complete/Close and active Referral. View all Soldier Referrals, regardless of organization. View as list of active Referrals for Soldiers.</p> <p>View MEB Report by location. View PEB Report by location.</p>
Case Manager- Social Worker	<p><u>MEB</u> View Soldier details <u>MMRB</u> View Results <u>PEB</u> View Soldier details <u>Profile</u> View existing Create</p>	<p>View MEB results details.</p> <p>View MMRB Board results.</p> <p>View PEB results details.</p> <p>View existing Profiles for Soldiers. Create new Profiles for a Soldier.</p>

	Scan/Upload View drafts <u>Referral</u> View details Create Complete/Close View all View active <u>Reports</u> View MEB View PEB	Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. View the details of an existing Referral. Create a new Referral for a Soldier. Complete/Close and active Referral. View all Soldier Referrals, regardless of organization. View as list of active Referrals for Soldiers. View MEB Report by location. View PEB Report by location.
Deputy State Surgeon	<u>Admin</u> View user list View user details Manage user permissions Approve users Manage expiring users Manage users <u>MEB</u> View Soldier details <u>MMRB</u> View Results <u>PEB</u> View Soldier details <u>Profile</u> View existing <u>Referral</u> View details Create Complete/Close View all Delete View active <u>Reports</u> View general View MEB View PEB	View a list of users registered with the application. View the application level details of a user. Manage user permissions. Approve new user registration to e-Profile. Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB results details. View MMRB Board results. View PEB results details. View existing Profiles for Soldiers. View the details of an existing Referral. Create a new Referral for a Soldier. Complete/Close and active Referral. View all Soldier Referrals, regardless of organization. Delete existing Soldier Referral. View as list of active Referrals for Soldiers. View general application reports. View MEB report by location. View PEB report by location.
Military Medical Admin Clerk	<u>MEB</u> View Soldier details <u>MMRB</u> View results Manage checklist Manage documents Manage locations Manage pending Soldiers Manage board preparation View delayed Soldiers Enter voting results	View MEB results details. View MMRB Board results. Manage the checklist of work items required for an MMRB. Manage the documents uploaded for a Board or Soldier pertaining to MMRB Manage meeting locations for an MMRB Board. View and manage Soldiers in queue awaiting MMRB Board assignment. MMRB Boards in preparation and require management until their review. View Soldiers that were delayed to being assigned to a Board. Provide MMRB voting results for a Soldier.

	<u>PEB</u> View Soldier details <u>Profile</u> View existing Scan/Upload <u>Referral</u> View details Complete/Close View active	View PEB results details. View existing Profiles for Soldiers. Scan/Upload previously completed Soldier Profiles to e-Profile. View the details of an existing Referral. Complete/Close and active Referral. View as list of active Referrals for Soldiers.
Military Personnel Officer	<u>Admin</u> Approve users Manage expiring users <u>MEB</u> View Soldier details <u>MMRB</u> View results Enter voting results <u>PEB</u> View Soldier details <u>Profile</u> View existing	Approve new user registration to e-Profile. Manage users that are pending expiration f their registration with e-Profile. View MEB results details. View MMRB Board results. Provide MMRB voting results for a Soldier. View PEB results details. View existing Profiles for Soldiers.
Military Personnel Admin Clerk	<u>MEB</u> View Soldier details <u>MMRB</u> View results Manage checklist Manage documents Manage locations Manage pending boards Manage pending Soldiers Manage board preparation View delayed Soldiers Enter voting results Quick Capture Results <u>PEB</u> View Soldier details <u>Profile</u> View existing 40-501 compliant 40-501 non-compliant	View MEB results details. View MMRB Board results. Manage the checklist of work items required for an MMRB. Manage the documents uploaded for a Board or Soldier pertaining to MMRB Manage meeting locations for an MMRB Board. MMRB Boards that are pending their scheduled review. View and manage Soldiers in queue awaiting MMRB Board assignment. MMRB Boards in preparation and require management until their review. View Soldiers that were delayed to being assigned to a Board. Provide MMRB voting results for a Soldier. Quick Capture Results View PEB results details. View existing Profiles for Soldiers. Soldier Profile that meets 40-501 regulation. Soldier Profile that does not meet 40-501 regulation.
NHBAH Personnel Admin	<u>Admin</u> Approve users Manage expiring users	Approve new user registration to e-Profile. Manage users that are pending expiration f their registration with e-Profile.
Provider- Military	<u>MEB</u> View Soldier details <u>MMRB</u> View results Enter voting results <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Submit	View MEB results details. View MMRB Board results. Provide MMRB voting results for a Soldier. View PEB results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Submit/provide the 1 st signature for profile.

	Scan/Upload View drafts View rejected View MMRB draft View Pending 1 st Signature Submit Permanent Submit Temporary <u>Referral</u> View details Create View active	Scan/Upload previously completed Soldier Profiles to e-Profile. View Profiles that are in Draft status. View Profiles that have been rejected. New Profile draft generated by a recent MMRB. View profiles in queue pending 1 st signature. Submit Permanent Profiles. Submit Temporary Profiles. View the details of an existing Referral. Create a new Referral for a Soldier. View a list of active Referrals for Soldiers.
Provider-Contractor	<u>MEB</u> View Soldier details <u>MMRB</u> View results Enter voting results <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View drafts View rejected View MMRB draft Submit Permanent Submit Temporary <u>Referral</u> View details Create View active	View MEB results details. View MMRB Board results. Provide MMRB voting results for a Soldier. View PEB results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completed Soldier Profiles to e-Profile. View Profiles that are in Draft status. View Profiles that have been rejected. New Profile draft generated by a recent MMRB. Submit Permanent Profiles. Submit Temporary Profiles. View the details of an existing Referral. Create a new Referral for a Soldier. View a list of active Referrals for Soldiers.
State Surgeon	<u>MEB</u> View Soldier details <u>MMRB</u> View results Enter voting results <u>PEB</u> View Soldier details <u>Profile</u> View existing <u>Referral</u> View details Create Complete/Close View active	View MEB results details. View MMRB Board results. Provide MMRB voting results for a Soldier. View PEB results details. View existing Profiles for Soldiers. View the details of an existing Referral. Create a new Referral for a Soldier. Complete/Close an active Referral. View a list of active Referrals for Soldiers.
The Adjutant General	N/A	N/A

Unit Commander	<u>MEB</u> View Soldier details <u>MMRB</u> View results <u>PEB</u> View Soldier details <u>Profile</u> View existing Enter commander comment <u>Referral</u> View details View active	View MEB results details. View MMRB Board results. View PEB results details. View existing Profiles for Soldiers. Provide commander comments for a Profile. View the details of an existing Referral. View a list of active Referrals for Soldiers.
Unit Admin Clerk	<u>MEB</u> View Soldier details <u>MMRB</u> View results Enter voting results <u>PEB</u> View Soldier details <u>Profile</u> View existing <u>Referral</u> View details View active	View MEB results details. View MMRB Board results. Provide MMRB voting results for a Soldier. View PEB results details. View existing Profiles for Soldiers. View the details of an existing Referral. View a list of active Referrals for Soldiers.
Unit Readiness/ Training NCO	<u>MEB</u> View Soldier details <u>MMRB</u> View results Enter voting results <u>PEB</u> View Soldier details <u>Profile</u> View existing <u>Referral</u> View details View active <u>Reports</u> View MEB View PEB	View MEB results details. View MMRB Board results. Provide MMRB voting results for a Soldier. View PEB results details. View existing Profiles for Soldiers. View the details of an existing Referral. View a list of active Referrals for Soldiers. View MEB report by location. View PEB report by location.
Provider Proxy	<u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View drafts <u>Referral</u> View details Create View active	View MEB results details. View PEB results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. View the details of an existing Referral. Create a new Referral for a Soldier. View a list of active Referrals for Soldiers.

Physician Assistant/ Nurse Practitioner	<u>MEB</u> View Soldier details <u>MMRB</u> View results Enter voting results <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View drafts View rejected View MMRB draft Submit Temporary <u>Referral</u> View details Create View active	View MEB results details. View MMRB Board results. Provide MMRB voting results for a Soldier. View PEB results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. View Profiles that have been Rejected. New Profile draft generated by a recent MMRB. Submit Temporary Profiles. View the details of an existing Referral. Create a new Referral for a Soldier. View a list of active Referrals for Soldiers.
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Army Reserve		
Role	Permission	Description
AR Admin	<u>Admin</u> View user list View user details Manage user permissions Manage message board Approve users Manage expiring users Manage users <u>MEB</u> View Soldier details <u>MMRB</u> View Results Manage locations <u>PEB</u>	View a list of users registered with the application. View the application level details of a user. Manage user permissions. Manage system messages (message board). Approve new user registration to e-Profile. Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB results details. View MMRB Board results. Manage meeting location for an MMRB Board.

	View Soldier details <u>Profile</u> View existing <u>Referral</u> View details View active <u>Reports</u> View general View MEB View PEB Audit Information <u>System</u> Modify settings Monitor status	View PEB results. View existing Profiles for Soldiers. View the details of an existing Referral. View a list of active Referrals for Soldiers. View general application reports. View MEB report by location. View PEB report by location. View audit specific reports for users and soldiers. Modify the web application system level settings. Monitor web application status.
Personnel Admin	<u>Admin</u> Approve users Manage expiring users <u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing	Approve new user registration to e-Profile. Manage users that are pending expiration of their registration with e-Profile. View MEB results details. View PEB results. View existing Profiles for Soldiers.
RRC/RSC Surgeon	<u>Admin</u> View user list View user details Manage user permissions Approve users Manage expiring users Manage users <u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Expire Approve uploaded Scan/Upload View drafts Approve View rejected View Pending 1 st Signature Submit Permanent Submit Temporary <u>Reports</u> View general View MEB View PEB	View a list of users registered with the application. View the application level details of a user. Manage user permissions. Approve new user registration to e-Profile. Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB results details. View PEB results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Manually expire a Profile before its set expiration date. (deprecated) Approve manually uploaded Profiles for Soldiers. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. Approve/provide the 2 nd signature for a profile. View Profiles that have been Rejected. View profiles in queue pending 1 st signature. Submit Permanent Profiles Submit Temporary Profiles View general application reports. View MEB report by location. View PEB report by location.
Personnel Officer-Military	<u>Admin</u> View user list View user details Approve users	View a list of users registered with the application. View the application level details of a user. Approve new user registration to e-Profile.

	Manage expiring users Manage users <u>MEB</u> View Soldier details <u>MMRB</u> View Results Enter voting results <u>PEB</u> View Soldier details <u>Profile</u> View existing 40-501 compliant 40-501 non compliant <u>Reports</u> View general	Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB results details. View MMRB Board results. Provide MMRB voting results for a Soldier. View PEB results details. View existing Profiles for the Soldiers. Soldier Profile that meets 40-501 regulation. Soldier Profile that does not meet 40-501 regulation. View general application reports.
Unit Commander	<u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Enter commander comment <u>Referral</u> View active	View MEB results details. View PEB results details. View existing Profiles for the Soldiers. Provide commander comments for a Profile. View a list of active Referrals for Soldiers.
Personnel Admin Clerk	<u>MEB</u> View Soldier details <u>MMRB</u> View results Manage checkout Manage documents Manage locations Manage pending Soldiers Manage board preparation View delayed Soldiers Enter voting results Quick Capture Results <u>PEB</u> View Soldier details <u>Profile</u> View existing	View MEB results details. View MMRB Board Results Manage the checklist of work items required for an MMRB. Manage the documents uploaded for a Board or Soldier pertaining to MMRB Manage meeting locations for an MMRB Board. View and manage Soldiers in queue awaiting MMRB Board assignment. MMRB Boards in preparation and require management until their review. View Soldiers that were delayed to being assigned to a Board. Provide MMRB voting results for a Soldier. Quick Capture Results View PEB results details. View existing Profiles for the Soldiers.

Command Military Medical Admin	<u>Admin</u> View user details Manage user permissions Approve users Manage expiring users Manage users <u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing <u>Reports</u> View general View MEB View PEB	View the application level details of a user. Manage user permissions. Approve new user registration to e-Profile. Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB results details. View PEB results details. View existing Profiles for the Soldiers. View general application reports. View MEB report by location. View PEB report by location.
Provider- Military	<u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Scan/Upload View drafts View rejected View MMRB draft View Pending 1 st Signature Submit Permanent Submit Temporary	View MEB results details. View PEB results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. View Profiles that have been Rejected. New Profile draft generated by a recent MMRB. View profiles in queue pending 1 st signature. Submit Permanent Profiles Submit Temporary Profiles
Provider- Contractor	<u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View drafts View rejected View MMRB draft Submit Permanent Submit Temporary	View MEB results details. View PEB results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. View Profiles that have been Rejected. New Profile draft generated by a recent MMRB. Submit Permanent Profiles Submit Temporary Profiles
Unit Admin Clerk	<u>MEB</u> View Soldier details <u>MMRB</u> View results Enter voting results <u>PEB</u>	View MEB results details. View MMRB Board Results Provide MMRB voting results for a Soldier.

	View Soldier details <u>Profile</u> View existing	View PEB results details. View existing Profiles for the Soldiers.
Provider Clerk	<u>MEB</u> View Soldier details <u>MMRB</u> View results Enter voting results <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View drafts	View MEB results details. View MMRB Board Results Provide MMRB voting results for a Soldier. View PEB results details. View existing Profiles for the Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status.
Physician Assistant/ Nurse Practitioner	<u>MEB</u> View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View drafts View rejected View MMRB draft Submit Temporary	View MEB results details. View PEB results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. View Profiles that have been Rejected. New Profile draft generated by a recent MMRB. Submit Temporary Profiles

Logistics Health Incorporated		
Role	Permission	Description
Contractor	<u>MEB</u>	

Provider Proxy	View Soldier details <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View drafts View rejected	View MEB results details. View PEB results details. View existing Profiles for Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. View Profiles that have been Rejected.
Contractor Provider	<u>Admin</u> View user list View user details Approve users Manage expiring users Manage users <u>MEB</u> View Soldier details <u>MMRB</u> Manage pending soldiers View delayed soldiers <u>PEB</u> View Soldier details <u>Profile</u> View existing Create Extend/Downgrade Scan/Upload View drafts View rejected View Pending 1 st Signature Submit Permanent Submit Temporary	View a list of users registered with the application. View the application level details of a user. Approve new user registration to e-Profile. Manage users that are pending expiration of their registration with e-Profile. Manage e-Profile application users. View MEB results details. View and manage Soldiers in queue awaiting MMRB Board assignment. View Soldiers that were delayed to being assigned to a Board. View PEB results details. View existing Profiles for the Soldiers. Create new Profiles for a Soldier. Extend or Downgrade an active Profile for a Soldier. Scan/Upload previously completed Soldier Profiles to e-Profile. View profiles that are in Draft status. View Profiles that have been Rejected. View profiles in queue pending 1 st Signature. Submit Permanent Profiles Submit Temporary Profiles

Appendix E: Exporting

Step	User Action	What to Check/System Response
1.	Click export.	You will be asked if you want to open or save this file.

Submitted	Expires	SSN	Name	Type	PULHES	Primary Diagnosis	Status	ALC		
20100202	20150202	xxxxx6107	BROWN	Permanent	333111	TBI	Pending Approval	C	View PDF	View
20100202	20100503	xxxxx8565	APPLE	Temporary	131111	Shoulder Strain, Shoulder Pain	Approved	B,C	View PDF	View
20100202	20100503	xxxxx8565	APPLE	Temporary	113111	Ankle Sprain/Strain, Ankle Pain	Approved	B,C	View PDF	View
20100202	20150202	xxxxx8565	APPLE	Permanent	333111	breathing problem, neck pain	Profile Pending Commander Comment	D	View PDF	View
20100202	20150202	xxxxx8098	BROWN	Permanent	333111	TBI	Profile Pending Commander Comment	C	View PDF	View
20100129	20100429	xxxxx6214	HILL	Temporary	333111	Fractured Arm	Approved		View PDF	View
20100125	20150125	xxxxx1671	HALL	Permanent	333111	TBI	Pending Approval	C	View PDF	View
20100129	20150129	xxxxx1671	HALL	Permanent	333111	TBI	Pending Approval	C	View PDF	View
20100203	20150203	xxxxx1671	HALL	Permanent	333111	TBI	Pending Approval	C	View PDF	View

[Export](#)

Exhibit E-1 Profile List

- Click Open or Save. The list will be transferred to an excel spreadsheet.

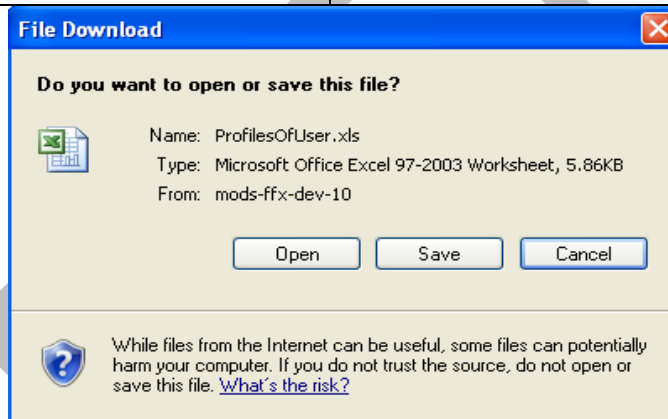


Exhibit E-2 File Download Window

- View the spreadsheet.

Submitted	Expires	SSN	Name	Type	PULHES	Primary Diagnosis	Status	ALC		
20100202	20150202	xxxxx6107	BROWN	Permanent	333111	TBI	Pending Approval	C	View PDF	View
20100202	20100503	xxxxx8565	APPLE	Temporary	131111	Shoulder Strain, Shoulder Pain	Approved	B,C	View PDF	View
20100202	20100503	xxxxx8565	APPLE	Temporary	113111	Ankle Sprain/Strain, Ankle Pain	Approved	B,C	View PDF	View
20100202	20150202	xxxxx8565	APPLE	Permanent	333111	breathing problem, neck pain	Profile Pending Commander Comment	D	View PDF	View
20100202	20150202	xxxxx8098	BROWN	Permanent	333111	TBI	Profile Pending Commander Comment	C	View PDF	View
20100129	20100429	xxxxx6214	HILL	Temporary	333111	Fractured Arm	Approved		View PDF	View
20100125	20150125	xxxxx1671	HALL	Permanent	333111	TBI	Pending Approval	C	View PDF	View
20100129	20150129	xxxxx1671	HALL	Permanent	333111	TBI	Pending Approval	C	View PDF	View
20100203	20150203	xxxxx1671	HALL	Permanent	333111	TBI	Pending Approval	C	View PDF	View

Exhibit E-3 Profile List in Excel